

**IDAHO BOARD OF CHIROPRACTIC PHYSICIANS**  
**Bureau of Occupational Licenses**  
700 West State Street, P.O. Box 83720  
Boise, ID 83720-0063

**Board Meeting Minutes of 1/10/2014**

**BOARD MEMBERS PRESENT:** James E. Hollingsworth, D.C. - Chair  
Michael Troy Henze, D.C.  
Charles H. Coiner  
Mary Jo White, D.C.  
Kathleen Joann McKay, D.C.

**BUREAU STAFF:** Tana Cory, Bureau Chief  
Dawn Hall, Administrative Support Manager  
Lori Peel, Investigative Unit Manager  
Maurie Ellsworth, Legal Counsel  
Jean Uranga, Board Prosecutor

**OTHERS PRESENT:** General Darrell Manning  
Brian Kane, Assistant Chief Deputy  
Molly Steckel, Idaho Medical Association  
Mary Leonard, Idaho Board of Medicine  
Nancy Kerr, Idaho Board of Medicine

The meeting was called to order at 9:00 AM MST by James E. Hollingsworth, D.C.

**APPROVAL OF MINUTES**

Dr. White made a motion to approve the minutes of October 25, 2013 and attach to the minutes the sub-committee report and Dr. West's report that was referenced in the minutes. It was seconded by Dr. McKay. Motion carried. Mr. Coiner requested that the Board revisit Rule 020 at a future meeting.

**AMENDED AGENDA**

Mr. Coiner moved that the Board amend the agenda to include a stipulation and consent order that was received in the Bureau late. Dr. White seconded the motion. Motion carried.

**BOARD MEMBER TRAINING**

General Manning presented to the Board information on the role of Board members and helpful information to guide them in their meetings.

## **OPEN MEETING LAW**

Mr. Kane presented the Board a copy of the open meeting law and gave a presentation to help educate the Board on issues that may arise in public meetings, and the Board's obligations under that law.

## **COMPLAINT PROCESS**

Ms. Peel presented the Board a diagram and information on the Bureau's complaint process and discussed the steps that are taken when a complaint is received in the Bureau.

## **DISCIPLINE**

Ms. Uranga presented a memorandum regarding case numbers CHI-2012-4, CHI-2014-8, CHI-2014-11, CHI-2012-10, and CHI-2011-4. Dr. Henze moved that the Board close case CHI-2012-4. It was seconded by Dr. White. Motion Carried. Dr. White moved that the Board close case CHI-2014-11 and send a letter of reprimand. Dr. McKay seconded the motion. Motion carried. After discussion, the Board gave recommendations for case CHI-2014-8 for appropriate discipline and requested that cases CHI-2012-10, and CHI-2011-4 be sent for further investigation.

Ms. Uranga presented a Stipulation and Consent Order in case CHI-2014-5. Mr. Coiner moved to approve the Consent Order and allow the Board Chair to sign on behalf of the Board. It was seconded by Dr. McKay. Motion carried.

## **LUNCH**

The Board took a break for lunch and reconvened at 1:15pm.

## **FINANCIAL REPORT**

Ms. Cory gave the financial report, which indicated that the Board has a cash balance of \$125,766.68 as of December 31, 2013.

## **INVESTIGATIVE REPORT**

Ms. Peel gave the investigative report, which is linked above.

## **FOR BOARD DETERMINATION**

Dr. Henze made a motion to approve the Bureau's recommendation and authorize closure in cases I-CHI-2014-1 and I-CHI-2014-9. It was seconded by Dr. White. Motion carried.

## **COGNIZANT MEMBER**

Ms. Peel requested that the Board appoint a cognizant member to review chiropractor records on disciplined chiropractors. Dr. Henze moved to appoint Dr. White as the cognizant Board member. It was seconded by Mr. Coiner. Motion carried.

## **OLD BUSINESS**

### **TO DO LIST**

The Board reviewed the To Do List and stated that the sub-committee report for the formulary process will be ready for the next Board meeting.

## **NEW BUSINESS**

### **2014 PEER REVIEW COMMITTEE**

Dr. Henze moved to approve Dr. Patrick Mayo as the 2014 Peer Review Chair. It was seconded by Dr. White. Motion carried.

Dr. Henze moved to approve the following chiropractors for the 2014 Peer Review Committee:

Gregory Ferch, D.C.  
Lawrence Sassadeck, D.C.  
Jared Shelton, D.C.  
L. Erik Thompson, D.C.  
Amanda Anderson, D.C.  
Joel Jaureguito, D.C.  
Troy Norris, D.C.

The approval for one chiropractor's application is pending confirmation that they meet the years of practice under Rule 600. It was seconded by Dr. White. Motion carried.

## **CONTINUING EDUCATION COURSES**

The Board reviewed continuing education courses for approval.

1. FMCSA Medical Examiner Training Course – Approved for 6 online hours
2. Master of Science Internship – Logan College to determine number of hours
3. Chiropractic Integration of Nutrition & Natural Medicine – Approved for 12 hours

4. Practical Anatomy for Body Workers – Upper Body – Approved for 12 hours

Dr. McKay moved that the Bureau proceed as directed by the Board and request additional information on one course. Dr. White seconded the motion. Motion carried.

## **CORRESPONDENCE**

The Board reviewed correspondence from a chiropractor regarding the use of his NPI number from insurance companies. Dr. White moved that the Board suggest that he contact the NPI registry site for clarity of use of your NPI and insurance companies for proper billing and coding procedures and review government regulations regarding CPT coding. It was seconded by Dr. Henze. Motion carried.

The Board reviewed correspondence from a chiropractor asking if it is within the scope of practice to provide B-12 injections to patients. Dr. Henze moved to send a letter stating that it is within the chiropractic practice to provide B-12 injections to patients and the Board recommends that the chiropractor receive training. It was seconded by Dr. White. Motion carried. Mr. Coiner abstained.

The Board reviewed correspondence from a chiropractor asking if it is within the chiropractor scope of practice to do venipuncture for laboratory diagnosis and provide prolozone therapy. Dr. Henze moved to draft a letter stating that it is within the scope of practice to provide venipuncture for laboratory diagnosis and prolozone therapy and recommend training. Dr. White seconded the motion. Motion carried. Mr. Coiner abstained.

Dr. Henze moved to allow the Chair to review the correspondence and sign on behalf of the Board. Dr. McKay seconded the motion. Motion carried.

## **FEDERATION OF CHIROPRACTIC LICENSING BOARDS/NATIONAL BOARD OF CHIROPRACTIC EXAMINERS**

Dr. Henze moved that the Board pay the 2014 FCLB membership dues and approve Dr. White to attend the FCLB/NBCE annual meeting on April 28 to May 3, 2014 and approve Dr. McKay to attend the spring and fall Part IV exams. Dr. White seconded the motion. Motion carried.

**NEXT MEETING** was scheduled for April 18, 2014 at 9:00 A.M. MDT.

## **ADJOURNMENT**

Dr. White made a motion to adjourn the meeting at 2:10 PM MST. It was seconded by Dr. McKay. Motion carried.

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James E. Hollingsworth, D.C., Chair

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Michael Troy Henze, D.C.

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Charles H. Coiner

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Tana Cory, Bureau Chief